

**CAPPS HR/Payroll
Enhancements (SRs) Submitted to Governance**
Date of Report: 06/14/2021

Service Requests (SR) Information
Voting Items

SR #	Requesting Agency	Product	Impacts All Agencies	Module	Priority	Level of Effort	Short Description	Long Description	Synopsis of Request(Requirements)	Proposed Solution (How it would work/Customization Overview)	CAPPS Support Team Vote Recommendation
28200	TCEQ (582)	Talent Management	Yes	Reports, Recruiting	Low	Medium	Cand. Hist. Det. & TX - Recruiting Source Yield	Update the Recruiting Source Yield report to include filtering by a Date range and provide the functionality to include people without a "Source" in the graph. Ensure that the Candidate History Detail report is also including people without a Source.	Update the Candidate History Detail and Recruiting — Source Yield reports in CAPPS Recruit OBI to include candidates without a source indicated. Also include a date range for filtering on the Recruiting — Source Yield report.	Update the Candidate History Details and Recruiting — Source Yield reports to meet the requirements in CAPPS Recruit OBI.	Approve
28603	TCEQ (582)	Talent Management	Yes	Reports, Recruiting	Low	Medium	Add Views to Requisition Details Report	<p>Add several new views to the Requisition Details report. Add views to show the posting metrics with “filtering parameters” (possible):</p> <ul style="list-style-type: none"> Start Date End Date <p>Provide the requested totals that posted for the timeframe for the Report to display these (or similar) items:</p> <ul style="list-style-type: none"> A. Total Requisitions B. Total Requisitions per Dept ID C. Total Requisitions per Dept ID & Requisition Title D. Total Requisitions per Dept ID & State Job Code E. Total Requisitions per Dept ID & Job Code F. Total Requisitions per Requisition Title G. Total Requisitions per State Job Code H. Total Requisitions per Job Code I. Report Display – Detail <p>Add a view to display a more detailed view of the data set that displays the “Total Submissions Completed” (Applicants) by several key data elements (using the “Submissions Completed” measure), such as:</p> <ul style="list-style-type: none"> Start Date End Date State Job Code Job Code <p>Suggested Display Columns:</p> <ul style="list-style-type: none"> Requisition ID Position Number State Job Code Job Code Requisition Title Total Applicants (Completed Submissions) <p>Also add date filters as prompts, such as “Requisition Created Date.”</p>	Update the Requisition Details report in CAPPS Recruit OBI to add additional views to the report. The additional views give details on posting metrics and additional submission metrics.	Update the Requisition Details reports to meet the requirements in CAPPS Recruit OBI.	Approve

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28606	TCEQ (582)	Talent Management	Yes	Reports, Recruiting	Low	Medium	New report to list Submissions Completed Metrics	<p>Create a new report to list "Submissions Completed Metrics" that shows the Total Submissions Completed (Applicants) by CSW Status and by Req ID. The Agency seeks to see a total Submissions Completed by the CSW Statuses and then the JobCodes for a date range — this is for Senior. Management. Agency recommends calling this new report "Submissions Completed Metrics" and provide the various "slices" within it for the columns (shown below) as well as adding date range filtering.</p> <p>Parameters:</p> <ul style="list-style-type: none"> • Start Date • End Date • State Job Code • Job Code Display Columns • Requisition ID • Position # • State Job Code • Job Code • Requisition Title • CSW Status Name (Not Selected, Applicant Withdrew, Hired – External, etc.) • Total applicants (Completed Submissions) per CSW StatusName • Total applicants (Completed Submissions) per Req IDDetails Attached 	Build a new report in CAPPS Recruit OBI that provides submissions completed by CSW status, requisition ID and job code for a date range.	Build and publish a new report (tentatively named “Submissions Completed Metrics”) that meets the requirements in CAPPS Recruit OBI.	Approve
28607	TCEQ (582)	Talent Management	Yes	Reports, Recruiting	Medium	Medium	Add a view to Veteran Details report	Add a new view to the Veteran Details report that allows exporting the data in a format without suppression of all the columns that have repeating data so that it can be loaded properly into Access.	Provide veteran information that is format friendly for exporting and importing as a new view into the Veteran Details report in CAPPS Recruit OBI.	Build and publish a new view of the Veteran Details report in CAPPS Recruit OBI.	Approve
28637	TCEQ (582)	Talent Management	Yes	Reports, Recruiting	Medium	Medium	Recruit — Staffing Workload Report	<p>Update the Recruiting — Staffing Workload Report as follows:</p> <ol style="list-style-type: none"> 1) Remove the Total Submissions Completed measure to the left of the pivot (as it is misleading). 2) Remove (or move) the row label for the #Submissions Completed in the pivot heading. 3) Add the Recruiter Name to the report. <p>Note: The grand total by CSW Statuses is present and that piece does not need to change.</p>	Update the Staffing Workload report in CAPPS Recruit OBI to remove the total submissions completed, update the # Submissions Completed in the pivot heading and add the recruiter.	Update the Staffing Workload report to meet the requirements in CAPPS Recruit OBI.	Approve